



2015-16 Preschool Expansion Amendment #2 Request for Application Questions and Answers May 15, 2015

Applying for Preschool Expansion

1. **Do the required daily schedules and annual calendar count towards the 25 page limit?**
No. You may exclude School Year Calendar and Annual Calendar for sites from the 25 page limit of the total Application narrative.
2. **We currently have ECEAP slots, and would like to apply for more. Since we are already an ECEAP Contractor, do I use the same ECEAP Expansion Request for Application document?**
Yes.
3. **Do you want applicants to include RUCA codes for each site, or will DEL identify these when reviewing the applications?**
No. Do not include RUCA codes for each site. DEL will identify the RUCA codes once the site information is submitted.
4. **Will ECEAP preschool spots be available for any faith based child cares?**
Yes. Faith-based organizations are eligible based upon final passage of the Early Start Act. According to Request for Application Section 1.7, the Applicant must be a public or private organization, including, but not limited to school districts, educational service districts, community and technical colleges, private businesses, local governments, or nonprofit organizations (per [RCW 43.215.415](#)). Sectarian organizations must comply with all ECEAP requirements including classrooms and classroom practices free of any religious symbolism and no religious activities in the curriculum. This does not preclude children or families from sharing their traditions.
5. **I am assuming that if our district meets all the minimum qualifications we could apply as a first time contractor?**
Yes. This Request for Application is open to those applicants that satisfy the minimum qualifications listed in the Request for Application Section 1.7.
6. **We are a current ECEAP contractor with Part Day slots. Can we apply for Full School Day or Extended Day expansion slots in areas where we currently have these Part Day slots? If we receive expansion, can we keep our Part Day slots and relocate them to another site or with a new subcontractor?**
Yes. You can apply for Full School Day or Extended Day expansion slots. If you are a successful applicant, you must receive written permission from DEL before moving your Part Day slots according to [ECEAP Contract](#) Section 3.a.

Subcontracting

7. **Our letter of intent consisted of direct service slots and subcontracted slots. Can we submit two proposals: one for direct service and one for subcontracted slots?**
No. You submit one proposal with the total amount of slots you are requesting and identify the sites where slots are located. This would include both contracted and subcontracted slots.

Models

8. **Can an ECEAP provider employ a Teacher/Family Advocate model where a teacher has a case load of children for whom they also provide family services (assuming all qualifications are met)?**
Yes. You may employ a Teacher/Family Advocate model as long as you meet all ECEAP requirements including caseloads (See [ECEAP Contract](#) and [ECEAP Performance Standards](#) C-5 through C-10) for both the role of lead teacher and of family support staff.
9. **Is 6.5 hours the maximum amount of time that you can run a Full School Day model, for example could you run a seven hour a day program four days a week that still meets the 1,000 hours?**
No. You may not run a seven hour a day program using the Full School Day model. You must run an average of six hours per class session (5.5 to 6.5 hours), school year calendar and minimum of four days per week (1,000 hours of direct service per year minimum) according to Request for Application Section 1.4.
10. **Recognizing the priority on Full School Day and Extended Day models and the uncertainty of funding for those models, is there a way that applicants who want Full School Day and Extended Day slots can note whether they would accept part day slots if funding for Full School and Extended Day slots is not available?**
No. It is important that applicants apply for the number and type of slots that they can best serve. DEL will negotiate any funding or model changes with successful applicants according to Request for Application Section 2.6.
11. **Will parent teacher conferences count as contact hours for Full School Day and Extended Day models?**
According to Request for Application Section 1.4, the Full School Day 1,000 class hour minimum may include rest time and days the ECEAP classes are canceled to allow for parent teacher conferences. Applicants applying for Extended Day slots cannot count parent teacher conferences in the Extended Day model.
12. **Can children who come to a child care after Head Start be enrolled in a part-day ECEAP program for the remainder of their day? For an example, they would be in Head Start from 10:00-2:00 then receive ECEAP services within the tribal child care from 2:30-5:30.**
No. Children may not be simultaneously enrolled in both ECEAP and Head Start according to [ECEAP Performance Standards](#) B-101.

Part Day to Full Day Slots

13. **If a new Full School Day classroom needs some remodeling, so classes would start later, November 30, can the 1,000 hour per year be prorated to fewer allowable hours for this start-up year? Would we still be reimbursed for the full annual slot rate?**

All Full School Day and Extended Day classes must start prior to September 30 or on November 30. If you choose to start on November 30, DEL would pro-rate the required number of hours for the school year based on this later start date. DEL would also pro-rate the amount of funds based on actual start date.

Licensing

14. **Are Certificates of Occupancy and Floor Plans required to be attached to the Application, for proposed new sites?**

Yes. Section 3.4 of the Request for Application states: "Applicant must submit specific information about actual sites which includes a floor plan and certificate of occupancy for each site that is not licensed or exempt from licensing according to [RCW 43.215.010](#), to verify sufficient square footage."

15. **Is there a specific floor plan form? Also, what can constitute for a certificate of Occupancy? One of our full day classrooms will be within an elementary school building, which is exempt from licensing.**

No. We do not have a specific floor plan form. Section 3.4 of the Request for Application states: "Applicant must submit specific information about actual sites which includes a floor plan and certificate of occupancy for each site that is not licensed or exempt from licensing according to [RCW 43.215.010](#), to verify sufficient square footage." You have the option of hand drawing the floor plans. You must indicate the rooms that will be licensed with room numbers. Your certificate of occupancy must be issued prior to the building being occupied with an ECEAP program.

Budget/Funding

16. **Can you explain how the allowance of enrolled children over 110% Federal Poverty Level is determined?**

According to [RCW 43.215.405](#), children over 110% of the Federal Poverty Level cannot equal more than ten percent of the total enrollment in the early childhood program. Children above 110% must have risk factors related to school success as noted in [ECEAP Performance Standards](#) Section B-101.

17. **How does the 15% indirect cap align with the new Uniform Guidance that requires all grants awarded that have any federal funds to pay the FULL indirect cost rate of the grantee?**

We allow the grantee to use the negotiated indirect cost rate unless the federal grant specifies otherwise. Non-federal entities who have never received a negotiated indirect cost rate may choose to charge a de Minimis rate of 10% (see section 200.414 of the Uniform Guidance for more information). Federal awards are subject to regulations and monitoring requirements

applicable to contractor or sub-recipient status. The 15% indirect cap still applies to state funding.